

City of Passaic Parking Authority Meeting

Thursday October 23, 2025

7:00 p.m.

Zoom Virtual Meeting

ID: 862 2498 4096

Commissioners Present: Adam Buckstein, Denise Perez, Eugene Shpilsky, Lisset Lopez and Daniel Ritz (*joined after the vote for resolution #PA 25-10-02*)

Staff Present: Ricardo Fernandez/Executive Director, Omar Garcia/ CFO, Sonal Patel/Secretary, Doris Dudek/Purchasing Agent

Proper Notice: In accordance with Chapter 231 Public Laws of 1975, notice of this meeting was not included in the annual schedule of regular meetings set forth in resolution #24-12-03 of the Passaic parking authority adopted on December 18, 2024. However, notice of this rescheduled meeting was provided in accordance with the law by filing a notice with the city clerk, posting it on the city hall bulletin board, publishing it in the Herald news and Bergen record newspapers, and posting it on the city's official website.

I. ROLL CALL

II. PLEDGE OF ALLEGIANCE

III. PUBLIC SESSION

No members of the public were present

Moved: Denise Perez

Second: Eugene Shpilsky

For: 4 Against: 0 Abstain: 0 Not Present: 1

IV. Minutes

Approval of minutes from July 23, 2025

Moved: Eugene Shpilsky

Second: Lisset Lopez

For: 3 Against: 0 Abstain: 1 Not Present: 1

V. Resolutions

REMOVED:

RESOLUTION AUTHORIZING CLOSED EXECUTIVE SESSION OF THE PASSAIC PARKING AUTHORITY ON October 23, 2025 AT 7:00 P.M. OR ANYTIME THEREAFTER TO DISCUSS PENDING LITIGATION; CONTRACT NEGOTIATIONS AND PERSONNEL MATTERS.

RESOLUTION #PA 25-10-01:

PARKING AUTHORITY
CITY OF PASSAIC
RESOLUTION #PA 25-10-01

RESOLUTION AWARDING CONTRACT FOR
AUDITING AND FINANCIAL SERVICES
PARKING AUTHORITY

(Awarded contract to Lerch, Vinci & Bliss, LLP, in the amount of \$ 8,100.00 for the Annual Audit, \$ 1,800.00 for Budget Services)

WHEREAS, proposals were received by the Purchasing Division on Wednesday, October 15, 2025 for Auditing and Financial Services; and

WHEREAS, the proposals were solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 et seq; and

WHEREAS, a proposal was received as per the following; and

Lerch Vinci & Bliss, LLP	<u>Audit Services</u>	<u>Budget Services</u>
Fair Lawn, NJ	\$ 8,100.00	\$ 1,800.00

WHEREAS, in addition to the attached, a complete list of vendors downloaded from the City of Passaic’s website is available in the Purchasing Department; and

WHEREAS, it is the recommendation of the Evaluation Committee that the contract for Auditing Services 2026 be awarded to Lerch, Vinci & Bliss, Fairlawn, NJ in the amount of \$ 8,100.00 for the Annual Audit, \$ 1,800.00 for Budget Services and other services to be billed as per the attached hourly rates for the Passaic Parking Authority Financial Statements to be compensated for the calendar year January 1, 2026 through December 31, 2026.

NOW THEREFORE BE IT RESOLVED by the members of the Board for Passaic Parking Authority that the contract for Auditing Services be awarded to Lerch, Vinci & Bliss, Fairlawn, NJ in the amount of \$ 8,100.00 for the Annual Audit, \$ 1,800.00 for Budget Services and other services to be billed as per the attached hourly rates for the Passaic Parking Authority Financial Statements to be compensated for the calendar year January 1, 2026 through December 31, 2026.

BE IT FURTHER RESOLVED that the Chairman of the Parking Authority and Board Secretary are authorized to execute a contract for Auditing and Financial Advisory Services to Lerch, Vinci & Bliss, Fairlawn, NJ.

CERTIFICATION OF FUNDS

Funds for the above are available contingent upon the approving CY 26 budget – Account # P-19-55-629-Y26-021.

Original signature on File
Finance Director

INTRODUCED BY COMMISSIONER: Eugene Shpilsky

SECONDED BY COMMISSIONER: Denise Perez

Record of Commissioner Vote	Aye	Nay	Abstain	Absent
Adam Buckstein, Chairman.	x			
Denise Perez, Vice Chairperson.	x			
Lisset Lopez, Commissioner.	x			
Daniel Ritz, Commissioner.				x
Eugene Shpilsky, Commissioner.	x			

RESOLUTION #PA 25-10-02:

RESOLUTION #PA 25-10-02

RESOLUTION AWARDING CONTRACT FOR LEGAL COUNSEL PARKING AUTHORITY

(Awarded to Eric M. Bernstein & Associates in the not to exceed amount of \$7, 500.00)

WHEREAS, proposals were received by the Director of Purchasing on Wednesday, October 15, 2025 for Legal Counsel – Parking Authority of the City of Passaic; and

WHEREAS, the proposals were solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 ~~et~~ seq; and

WHEREAS, proposals were received as per the attached; and

WHEREAS, in addition to the attached, a complete list of vendors downloaded from the City of Passaic’s website is available in the Purchasing Department; and

WHEREAS, it is the recommendation of the Evaluation Committee that the contract for Legal Counsel-Parking Authority of the City of Passaic be awarded to Eric M. Bernstein & Associates Warren, NJ for legal services at \$125.00/hour with the not to exceed amount of \$7,500.00 for the period January 1, 2026 through December 31, 2026.

NOW THEREFORE BE IT RESOLVED by the City of Passaic Parking Authority that the contract for Legal Counsel be awarded to Eric M. Bernstein & Associates Warren, NJ for legal services at \$125.00/hour with the not to exceed amount of \$7,500.00 for the period January 1, 2026 through December 31, 2026.

BE IT FURTHER RESOLVED that the Chairman of the Parking Authority and Board Secretary are authorized to execute a contract for Legal Counsel with Eric M. Bernstein & Associates Warren, NJ.

CERTIFICATION OF FUNDS

Funds for the above are available contingent upon the Commissioners approving – CY 26 Budget Acct. # P-19-55-629-Y25-021.

Original signature on File
Finance Director

INTRODUCED BY COMMISSIONER: Eugene Shpilsky

SECONDED BY COMMISSIONER: Denise Perez

Record of Commissioner Vote	Aye	Nay	Abstain	Absent
Adam Buckstein, Chairman.	x			
Denise Perez, Vice Chairperson.	x			
Lisset Lopez, Commissioner.	x			
Daniel Ritz, Commissioner.				x
Eugene Shpilsky, Commissioner.	x			

RESOLUTION #PA 25-10-03:

**2026 AUTHORITY BUDGET RESOLUTION
 Passaic Parking Authority**

FISCAL YEAR: **FROM:** January 1, 2026 **TO:** December 31, 2026

WHEREAS, the Annual Budget for the Passaic Parking Authority for the fiscal year beginning, January 1, 2026 and ending, December 31, 2026 has been presented before the governing body of the Passaic Parking Authority at its open public meeting of October 23, 2025; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$1,127,100.00, Total Appropriations, including any Accumulated Deficit if any, of \$1,529,100.00 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$402,000.00; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$0.00 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$0.00; and

WHEREAS, the schedule of rates, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program, pursuant to N.J.A.C. 5:31-2, does not confer any authorization to raise or expend funds; rather it is a document to be used as part of the said Authority's planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget, must be granted elsewhere; by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Passaic Parking Authority, at an open public meeting held on October 23, 2025 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Passaic Parking Authority for the fiscal year beginning, January 1, 2026 and ending, December 31, 2026 is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Authority's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED, that the governing body of the Passaic Parking Authority will consider the Annual Budget and Capital Budget/Program for adoption on December 17, 2025.

Sonal Patel
 (Secretary's Signature)

October 23, 2025
 (Date)

Governing Body Member:	Recorded Vote	Aye	Nay	Abstain	Absent
Adam Buckstein, Chairman	x				
Denise Perez, Vice-Chair	x				
Eugene Shpilsky	x				
Daniel Ritz	x				
Lisset Lopez	x				

VI. Bill List (\$7,070.00)

Moved: Denise Perez
Second: Lisset Lopez
For: 5 **Against:** 0 **Abstain:** 0 **Not Present:** 0

VII. UPDATES BY EXECUTIVE DIRECTOR RICARDO FERNANDEZ

- We continue to identify opportunities to create additional parking and increase revenue.
- We have generated additional revenue by implementing charges for the use of the changing station and by installing additional meters, including a new meter at the William Street Lot. The lot which had previously been closed for police and office personnel, is now open to the public and producing revenue.
- We are negotiating with Planet Fitness to lease several parking spaces in the parking deck, as well as with C-Town located across the street.
- The City is planning to construct another parking deck by Parker Avenue; still in need of additional funding.
- Additional meters have been installed on Henry and Howe.
- Striping on Gregory, from Madison to High, has doubled the number of available parking spaces.

VIII. CFO REPORT

- Mr. Omar Garcia reported that through the end of October, total court fines and ticket revenue amounted to \$1,444,720. In comparison, at the same point last year, revenue totaled only \$660,764. This represents an increase of approximately \$483,956 to date.
 - Meter receipts remain low, indicating that patrons are choosing not to pay at the meters and instead are paying the resulting tickets. Residential parking permit revenue is generally consistent with last year's levels.
 - Fourteen EV chargers are now in place, creating a new revenue line item, particularly as the State continues to expand electric vehicle initiatives.

CY 2025 Parking Revenue

	COURT FINES CY 23, 24 & 25								METER RECEIPTS CY 23, 24 & 25				PARKING PERMITS CY 23, 24 & 25			
	2023		2024		2025		24 vs 25				24 vs 25		2023	2024	2025	2025
	TKTS	RCT	TKTS	RCT	TKTS	RCT	DIF TKTS	DIF RCT	2023	2024	2025	DIF RCT	PRMT FEE	PRMT FEE	PRMT FEE	EV CHARGE
JAN	4,509	49,864	4,309	54,538	8,123	79,580	3,814	25,042	15,629	16,177	11,286	(4,891)	7,200	6,375	4,350	
FEB	3,319	64,728	3,901	71,981	13,141	103,522	9,240	31,541	25,618	28,130	18,121	(10,009)	2,775	3,851	3,151	
MAR	4,085	76,815	4,207	76,030	17,975	160,471	13,768	84,441	31,717	31,514	27,936	(3,578)	3,400	3,275	2,025	
APR	3,862	71,854	4,110	78,261	14,490	184,440	10,380	106,179	32,662	32,200	27,152	(5,048)	6,875	6,225	3,625	
MAY	3,064	57,179	3,523	64,349	7,736	118,800	4,213	54,451	33,760	32,996	27,630	(5,366)	1,925	3,725	3,000	
JUNE	3,126	52,920	3,356	56,985	5,850	96,355	2,494	39,370	35,100	29,351	24,156	(5,195)	2,150	1,400	2,225	
JULY	3,654	56,385	3,461	65,375	6,421	90,766	2,960	25,391	34,722	33,906	28,861	(5,045)	3,100	4,025	3,075	
AUG	3,596	72,974	3,481	64,382	6,359	112,198	2,878	47,816	28,248	26,413	27,578	1,165	2,350	5,175	4,925	
SPT	3,588	67,102	3,407	72,579	6,647	116,076	3,240	43,497	33,212	28,526	31,007	2,481	7,825	5,325	6,300	886
OCT	3,703	69,934	3,185	56,284	5,649	82,512	2,464	26,228	32,856	26,894			3,281	2,150		
NOV	4,142	67,263	5,678	59,390					26,179	25,096			3,830	3,325		
DEC	3,206	50,451	8,085	79,769					21,259	13,607			2,900	2,626		
YTD TTL	36,506	639,755	36,940	660,764	92,391	1,144,720	55,451	483,956	270,668	259,213	223,727	(35,486)	37,600	39,376	32,676	886
Grand Total	43,854	757,469	50,703	799,923	92,391	1,144,720	55,451	483,956	350,962	324,810	223,727	(35,486)	47,611	47,477	32,676	886

XI. ADJOURNMENT

Moved: Denise Perez
 Second: Daniel Ritz
 For: 5 Against: 0 Abstain: 0 Not Present: 0